

# Bylaw No. 2507, 2010

## Regional District of Okanagan-Similkameen

### Bylaw Notice Enforcement Bylaw

Consolidated for convenience purposes.  
Includes all amendments to the text up to:  
January 4, 2018

#### Summary of Amendments

<b>Bylaw No.</b>	<b>Adopted</b>	<b>Amendment</b>	<b>Purpose</b>
2507.01	January 6, 2011	Replace Schedule A; add Schedule C	To allow for a discounted penalty; and to add a compliance agreement
2507.02	February 17, 2011	Amend Schedule A	To allow penalty to be reduced up to 50% of fine
2507.03	August 15, 2013	Amend Schedule A	To allow for fines for noise related offences in Electoral Area "H"
2507.04	May 22, 2014	Amend Schedule B	To include Central Okanagan Regional District and Coldstream as participants; to amend definitions to include the new participants
2507.05	May 21, 2015	Replace Schedule A	To replace some wording to allow for consistency with Bylaw Notice Enforcement Act, Noise bylaws; zoning bylaws; introduce some new penalties relating to zoning bylaws, Untidy/Unsightly Premises bylaws, Building bylaw; remove reference to Area "H" Noise bylaw
2507.06	July 7, 2016	Replace Appendix 3(g) to Schedule A	To apply provisions of the Bylaw Enforcement Notice Bylaw within the Kennedy Lake development.
2507.07	January 4, 2018	Replace Appendix 1(a) & 1(b) of Schedule A; Rescind Appendix 1(c) of Schedule A	Replace schedule of fines applicable to the current Animal Control bylaw and Dog Control bylaw

## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

### BYLAW NO. 2507, 2010

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A bylaw respecting the enforcement of bylaw notices.

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**WHEREAS** pursuant to Section 266.2 of the *Local Government Act*, the Regional Board of the Regional District of Okanagan-Similkameen may enforce the *Local Government Notice Enforcement Act*,

**AND WHEREAS** the Regional Board is desirous of enforcing the *Bylaw Notice Enforcement Act*,

**NOW THEREFORE**, the Board of the Regional District of Okanagan-Similkameen in open meeting assembled enacts as follows:

#### **Section 1 – Citation**

1.1. This Bylaw shall be cited as the Bylaw Notice Enforcement Bylaw 2507, 2010.

#### **Section 2 – Interpretation**

2.1. In this bylaw:

- a) “Act” means the “*Local Government Bylaw Notice Enforcement Act*”
- b) “District” means the “Regional District of Okanagan-Similkameen”
- c) “Registry” means the Southern Interior Bylaw Notice Adjudication Registry established pursuant to this Bylaw.

#### **Section 3 – Terms**

3.1 The terms in this bylaw have the same meaning as the terms defined in the *Act*.

#### **Section 4 – Bylaw Contraventions**

4.1 The bylaws and bylaw contraventions designated in Schedule ‘A’ attached hereto and forming part of this bylaw may be dealt with by bylaw notice.

#### **Section 5 – Offence and Penalty**

5.1 The penalty for a contravention referred to in Section 4 is referenced in Schedule ‘A’.

#### **Section 6 – Period for Paying a Disputed Notice**

6.1 A person who receives a bylaw notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw notice:

- a) Pay the penalty, or
- b) Request Dispute Adjudication,

by filling in the appropriate portion of the bylaw notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, or by mail, to the Regional District of Okanagan-Similkameen.

- 6.2 A person may pay the indicated penalty after 14 days of receiving the notice, but no person may dispute the notice after 14 days of receiving the bylaw notice.
- 6.3 Where a person was not served personally with a bylaw notice and advises the Regional District, in accordance with the requirements of Section 25 of the *Act*, that they did not receive a copy of the original notice, the time limits for responding to a bylaw notice under Section 6.1 and Section 6.2 of this Bylaw do not begin to run until a copy of the bylaw notice is re-delivered to them in accordance with the *Act*.

### **Section 7 – Bylaw Notice Dispute Adjudication Registry**

- 7.1 The Registry is established as a bylaw notice dispute adjudication system in accordance with the Act to resolve disputes in relation to bylaw notices.
- 7.2 The civic address of the Registry is the City of Kelowna, 1435 Water Street, Kelowna, BC V1Y 1J4.
- 7.3 The City of Kelowna is authorized to enter into, and the Mayor and Clerk are authorized to execute, the dispute adjudication system agreement in the form and with the content of the agreement attached as Schedule “B”.
- 7.4 Every person who is unsuccessful in dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this section must pay the City of Kelowna an additional fee of \$25 for the purpose of the City of Kelowna recovering the costs of the adjudication system.

### **Section 8 – Screening Officers**

- 8.1 The position of screening officer is established.
- 8.2 The following are designated classes of persons that may be appointed as screening officers:
  - a) Bylaw Enforcement Officers
  - b) Building Officials
  - c) Manager of Community Services
  - d) Manager of Development Services
  - e) Planning Technician I
  - f) Manager of Public Works

and the Board may appoint screening officers from these classes of persons by name of office or otherwise.

## **Section 9 – Powers, Duties and Functions of Screening Officers**

- 9.1 The powers, duties and functions of screening officers are as set out in the *Act*, and include the following powers:
- a) Where requested by the person against whom a contravention is alleged, communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw notice dispute adjudication system and the fee or fees payable in relation to the bylaw notice enforcement process;
  - b) To communicate with any or all of the following for the purposes of performing their functions under this Bylaw or the *Act*:
    - i. the person against whom a contravention is alleged or their representative;
    - ii. the officer issuing the notice;
    - iii. the complainant or their representative;
    - iv. the Regional District’s staff and records regarding the disputant’s history of bylaw compliance.
  - c) To prepare and enter into compliance agreements under the *Act* with persons who dispute bylaw notices, including to establish terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with the Bylaw;
  - d) To cancel bylaw notices in accordance with the *Act* or Regional District policies and guidelines.
- 9.2 The bylaw contraventions in relation to which a Screening Officer may enter into a compliance agreement are indicated in Column 3 of Schedule “A”.
- 9.3 The maximum duration of a compliance agreement is one year.

## **Section 10 – Bylaw Enforcement Officers**

- 10.1 Persons acting as any of the following are designated as Bylaw Enforcement Officers for the purposes of this Bylaw and the *Act*:
- a) Special constables, officers, members or constables of:
    - i. The provincial police force as defined in Section 1 of the *Police Act*.
  - b) Bylaw Enforcement Officers appointed pursuant to the *Police Act* and *Community Charter*;
  - c) Local Assistants to the Fire Commissioner under Section 6 of the *Fire Services Act*;
  - d) Bylaw Enforcement Officers, Building Officials, or other persons acting in another capacity on behalf of the Regional District for the purpose of enforcement of one or more of its Bylaws.

**Section 11 – Form of Bylaw Notice**

11.1 The Regional District may from time to time provide for the form or forms of the bylaw notice, provided the bylaw notice complies with Section 4 of the *Act*.

**Section 12 – Severability**

12.1 If a portion of this Bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

**READ A FIRST, SECOND, AND THIRD TIME** this 17<sup>th</sup> day of June, 2010.

**ADOPTED** this 17<sup>th</sup> day of June, 2010.

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RDOS Board Chair

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Chief Administrative Officer

**Appendix 1(a) to Schedule A<sup>1</sup>**

**Electoral Areas “A”, “B”, “C”, “D”, “E” “F” and “G”  
Dog Control Bylaw No. 2671, 2017**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
<b>No Current Dog Licence</b>	<b>3.2</b>	<b>\$100.00</b>	<b>\$90.00</b>	<b>\$110.00</b>	<b>Yes</b>
<b>Replacement Licence Not Purchased</b>	<b>3.3</b>	<b>\$50.00</b>	<b>\$45.00</b>	<b>\$55.00</b>	<b>Yes</b>
<b>Licence not affixed / dog not wearing licence</b>	<b>3.9</b>	<b>\$25.00</b>	<b>\$22.50</b>	<b>\$27.50</b>	<b>No</b>
<b>Falsifying Information</b>	<b>3.11</b>	<b>\$100.00</b>	<b>\$90.00</b>	<b>\$110.00</b>	<b>No</b>
<b>Dog At Large</b>	<b>4.1</b>	<b>\$100.00</b>	<b>\$90.00</b>	<b>\$110.00</b>	<b>No</b>
<b>Harassing or chasing another Animal, person or cyclist</b>	<b>4.2</b>	<b>\$200.00</b>	<b>\$180.00</b>	<b>\$220.00</b>	<b>Yes</b>
<b>Injured or killed another Animal or person</b>	<b>4.3</b>	<b>\$300.00</b>	<b>\$270.00</b>	<b>\$330.00</b>	<b>Yes</b>
<b>Dog within a playground area</b>	<b>4.5</b>	<b>\$100.00</b>	<b>\$90.00</b>	<b>\$110.00</b>	<b>Yes</b>
<b>Off leash in a Park</b>	<b>4.6</b>	<b>\$100.00</b>	<b>\$90.00</b>	<b>\$110.00</b>	<b>No</b>
<b>Aggressive Dog off leash and /or leash extended more than 1 m</b>	<b>5.1</b>	<b>\$150.00</b>	<b>\$135.00</b>	<b>\$165.00</b>	<b>No</b>

<sup>1</sup> Bylaw No. 2507.07, 2018 Bylaw Notice Enforcement Amendment Bylaw, adopted January 4, 2018

**Appendix 1(a) to Schedule A<sup>1</sup>**

**Electoral Areas “A”, “B”, “C”, “D”, “E” “F” and “G”  
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<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i></b>
<b>Aggressive dog not muzzled</b>	<b>5.2</b>	<b>\$150.00</b>	<b>\$135.00</b>	<b>\$165.00</b>	<b>No</b>
<b>Leash held by a person not capable</b>	<b>5.3</b>	<b>\$150.00</b>	<b>\$135.00</b>	<b>\$165.00</b>	<b>No</b>
<b>Aggressive dog not securely confined</b>	<b>5.4 (a)</b> <b>5.4 (b)</b>	<b>\$150.00</b>	<b>\$135.00</b>	<b>\$165.00</b>	<b>Yes</b>
<b>Owner not permitting Officer to photograph aggressive dog</b>	<b>5.5</b>	<b>\$150.00</b>	<b>\$135.00</b>	<b>\$165.00</b>	<b>Yes</b>
<b>Vicious Dog off leash and / or leash extended more than 1 m</b>	<b>6.1</b>	<b>\$200.00</b>	<b>\$180.00</b>	<b>\$220.00</b>	<b>No</b>
<b>Vicious dog not muzzled</b>	<b>6.2</b>	<b>\$200.00</b>	<b>\$180.00</b>	<b>\$220.00</b>	<b>No</b>
<b>Leash held by a person not capable</b>	<b>6.3</b>	<b>\$200.00</b>	<b>\$180.00</b>	<b>\$220.00</b>	<b>No</b>
<b>Vicious dog not securely confined</b>	<b>6.4</b>	<b>\$400.00</b>	<b>\$360.00</b>	<b>\$440.00</b>	<b>Yes</b>
<b>Vicious dog within a Dog Park</b>	<b>6.5</b>	<b>\$400.00</b>	<b>\$360.00</b>	<b>\$440.00</b>	<b>No</b>

**Appendix 1(a) to Schedule A<sup>1</sup>**

**Electoral Areas “A”, “B”, “C”, “D”, “E” “F” and “G”  
Dog Control Bylaw No. 2671, 2017**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i></b>
<b>Owner not permitting Officer to microchip vicious dog and / or not paying for costs</b>	<b>6.6</b>	<b>\$250.00</b>	<b>\$225.00</b>	<b>\$275.00</b>	<b>Yes</b>
<b>Dangerous Dog off leash and /or leash extended more than 1 m</b>	<b>7.2</b>	<b>\$300.00</b>	<b>\$270.00</b>	<b>\$330.00</b>	<b>No</b>
<b>Dangerous dog not muzzled</b>	<b>7.3</b>	<b>\$300.00</b>	<b>\$270.00</b>	<b>\$330.00</b>	<b>No</b>
<b>Leash held by a person not capable</b>	<b>7.4</b>	<b>\$300.00</b>	<b>\$270.00</b>	<b>\$330.00</b>	<b>No</b>
<b>Dangerous dog not securely confined</b>	<b>7.5</b>	<b>\$500.00</b>	<b>\$450.00</b>	<b>\$550.00</b>	<b>Yes</b>
<b>Dangerous dog within a park, beach or swimming area</b>	<b>7.6</b>	<b>\$500.00</b>	<b>\$450.00</b>	<b>\$550.00</b>	<b>No</b>
<b>Dangerous dog within 300m of a dog park</b>	<b>7.7</b>	<b>\$400.00</b>	<b>\$360.00</b>	<b>\$440.00</b>	<b>No</b>
<b>No liability insurance or unable to provide proof</b>	<b>7.8</b>	<b>\$500.00</b>	<b>\$450.00</b>	<b>\$550.00</b>	<b>Yes</b>
<b>No suitable means of dog feces disposal</b>	<b>8.1</b>	<b>\$25.00</b>	<b>\$22.50</b>	<b>\$27.50</b>	<b>No</b>



**Appendix 1(a) to Schedule A<sup>1</sup>**

**Electoral Areas “A”, “B”, “C”, “D”, “E” “F” and “G”  
Dog Control Bylaw No. 2671, 2017**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i></b>
<b>Owner not providing proof of compliance with Section 8.1</b>	<b>8.3</b>	<b>\$25.00</b>	<b>\$22.50</b>	<b>\$27.50</b>	<b>No</b>
<b>Dog feces permitted to accumulate, noticeable odour</b>	<b>8.4</b>	<b>\$150.00</b>	<b>\$135.00</b>	<b>\$165.00</b>	<b>Yes</b>
<b>Unattended, confined dog placing dog at risk</b>	<b>8.5</b>	<b>\$300.00</b>	<b>\$270.00</b>	<b>\$330.00</b>	<b>No</b>
<b>Obstruct an Officer</b>	<b>9.2</b>	<b>\$300.00</b>	<b>\$270.00</b>	<b>\$330.00</b>	<b>No</b>

**Appendix 1(b) to Schedule A<sup>2</sup>**

**Electoral Areas “B” and “G”  
Animal Control Bylaw No. 2763, 2017**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i></b>
<b>Too many animals on parcel less than 0.5 ha</b>	<b>3.1</b>	<b>\$100.00</b>	<b>\$90.00</b>	<b>\$110.00</b>	<b>Y</b>
<b>Animals exceed numbers permitted</b>	<b>3.2</b>	<b>\$200.00</b>	<b>\$180.00</b>	<b>\$220.00</b>	<b>Y</b>
<b>Animal(s) at Large</b>	<b>3.3</b>	<b>\$200.00</b>	<b>\$180.00</b>	<b>\$220.00</b>	<b>N</b>
<b>Obstruct Animal Control Officer</b>	<b>4.2</b>	<b>\$300.00</b>	<b>\$270.00</b>	<b>\$330.00</b>	<b>N</b>

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<sup>2</sup> Bylaw No. 2507.07, 2018 Bylaw Notice Enforcement Amendment Bylaw, adopted January 4, 2018

**Appendix 2(a) to Schedule A**

**Electoral Area "C"**

**Noise Regulation and Prohibition Bylaw No. 2397, 2007**

Column 1 <b>Offence</b>	Column 2 <b>Section</b>	Column 3 <b>Penalty</b>	Column 4 <b>Early Payment</b>	Column 5 <b>Late Payment</b>	Column 6 <b>Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Disturbing the Peace	3.1	\$100.00	\$90.00	\$110.00	No
Animal Making Noise	3.2	\$150.00	\$135.00	\$165.00	No
Making Construction Noise	3.3	\$150.00	\$135.00	\$165.00	No
Idling\running diesel engine, truck, or bus	3.4	\$100.00	\$90.00	\$110.00	No

**Appendix 2(b) to Schedule A**

**Electoral Area "D"  
Noise Regulation and Prohibition Bylaw No. 1527, 1994**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Disturbing the Peace	6	\$100.00	\$90.00	\$110.00	No
Animal Making Noise	7	\$150.00	\$135.00	\$165.00	No
Making Construction Noise	8	\$150.00	\$135.00	\$165.00	No
Idling\running diesel engine, truck or bus	9	\$100.00	\$90.00	\$110.00	No

**Appendix 2(c) to Schedule A**

**Electoral Area "E"  
Noise Regulation and Prohibition Bylaw No. 2386, 2006**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Disturbing the Peace	3.1	\$100.00	\$90.00	\$110.00	No
Animal Making Noise	3.2	\$150.00	\$135.00	\$165.00	No
Making Construction Noise	3.3	\$150.00	\$135.00	\$165.00	No
Idling/running diesel engine, truck or bus	3.4	\$100.00	\$90.00	\$110.00	No

**Appendix 2(d) to Schedule A**

**Electoral Area "F"  
Noise Regulation and Prohibition Bylaw No. 1526, 1994**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Disturbing the Peace	4	\$100.00	\$90.00	\$110.00	No
Animal Making Noise	5	\$150.00	\$135.00	\$165.00	No
Making Construction Noise	6	\$150.00	\$135.00	\$165.00	No

**Appendix 3(a) to Schedule A**

**Electoral Area "A"  
Zoning Bylaw No. 2451, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Obstructing an officer, person or employee	3.2	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	6.4.1 – 6.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Section 10.0 to 16)	6.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Recreational Vehicle Used as Residence (no principal dwelling)	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Too many Derelict Vehicles	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Fence too High	7.8.2	\$100.00	\$90.00	\$110.00	Yes
Corner Fence too High	7.8.3	\$100.00	\$90.00	\$110.00	Yes
Deer Fence not Permitted/Wrong Material	7.8.4	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.6	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.7	\$100.00	\$90.00	\$110.00	No
Lighting not Deflected	7.10.1	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(a) to Schedule A, continued**

**Electoral Area "A"  
Zoning Bylaw No. 2451, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Temporary Residential Building or Structure occupied Contrary to Provisions	7.14.1	200.00	180.00	220.00	Yes
Not a Permitted Home Occupation	7.17.1	\$200.00	\$180.00	\$220.00	No
Home Occupation too Large	7.17.2	\$100.00	\$90.00	\$110.00	Yes
Home Occupation External Storage	7.17.3	\$100.00	\$90.00	\$110.00	Yes
Retail Sales Prohibited	7.17.4	\$100.00	\$90.00	\$110.00	Yes
Commercial Vehicle too Large	7.17.5	\$100.00	\$90.00	\$110.00	Yes
Non-inhabitants Operating Home Occupation	7.17.6	\$100.00	\$90.00	\$110.00	No
Home Occupation which Disturbs	7.17.7	\$100.00	\$90.00	\$110.00	No
Home Industry Not Permitted on Parcel Size	7.18.1	\$100.00	\$90.00	\$110.00	Yes
Retail Sales Prohibited	7.18.6	\$100.00	\$90.00	\$110.00	Yes
Non-inhabitants Operating Home Industry	7.18.7	\$100.00	\$90.00	\$110.00	No



**Appendix 3(a) to Schedule A, continued**

**Electoral Area "A"  
Zoning Bylaw No. 2451, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Too many Non-resident Personnel Operating Home Industry	7.18.7	\$100.00	\$90.00	\$110.00	Yes
Bed and Breakfast operating contrary to regulations	7.19.1 to 7.19.9	\$300.00	\$270.00	\$330.00	Yes
Sign Not Permitted	7.20.1	\$100.00	\$90.00	\$110.00	Yes
More than One Sign and Exceeds Total Sign Area	7.20.2	\$100.00	\$90.00	\$110.00	Yes
More than One Sign and Exceeds Total Sign Area and Height	7.20.3	\$100.00	\$90.00	\$110.00	Yes
More than One Sign, Wrong Type, Exceeds Sign Area and Height	7.20.4	\$100.00	\$90.00	\$110.00	Yes
More than One Sign, Wrong Type, Exceed Sign Area and Height	7.20.5	\$100.00	\$90.00	\$110.00	Yes
Sign to Close to Property Line	7.20.6	\$100.00	\$90.00	\$110.00	Yes
Sign Illumination not from Internal Source	7.20.7	\$100.00	\$90.00	\$110.00	Yes
Parking and Loading Not on Same Parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Not Enough Parking	9.5, Table 2	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(b) to Schedule A**

**Electoral Area "C"  
Zoning Bylaw No. 2453, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Obstructing a person, officer or employee	3.2	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	6.4.1 – 6.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Sections 10.0 to 16)	6.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Recreational Vehicle Used as Residence (no principal dwelling)	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Too many Derelict Vehicles or not Enclosed within Garage or Carport	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Fence too High	7.8.2	\$100.00	\$90.00	\$110.00	Yes
Corner Fence too High	7.8.3	\$100.00	\$90.00	\$110.00	Yes
Deer Fence Wrong Material	7.8.4	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.6	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.7	\$100.00	\$90.00	\$110.00	No
No Screening/Landscaping as Required	7.9	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(b) to Schedule A, continued**

**Electoral Area "C"  
Zoning Bylaw No. 2453, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Lighting not Deflected	7.10.1	\$100.00	\$90.00	\$110.00	Yes
Temporary Residential Building or Structure Occupied Contrary to Provisions	7.14.1	\$200.00	\$180.00	\$220.00	Yes
Not a Permitted Home Occupation	7.17.1	\$200.00	\$180.00	\$220.00	No
Home Occupation Too Large	7.17.2	\$100.00	\$90.00	\$110.00	Yes
Home Occupation External Storage	7.17.3	\$100.00	\$90.00	\$110.00	Yes
Retail Sales Prohibited	7.17.4	\$100.00	\$90.00	\$110.00	Yes
Commercial Vehicle Too Large	7.17.5	\$100.00	\$90.00	\$110.00	Yes
Non-inhabitants Operating Home Occupation	7.17.6	\$100.00	\$90.00	\$110.00	No
Home Occupation that Disturbs	7.17.7	\$100.00	\$90.00	\$110.00	No
Parcel too Small for Home Industry	7.18.1	\$100.00	\$90.00	\$110.00	Yes
Not a Permitted Home Industry	7.18.2	\$100.00	\$90.00	\$110.00	No
Prohibited Storage	7.18.3	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(b) to Schedule A, continued**

**Electoral Area "C"  
Zoning Bylaw No. 2453, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Home Industry not within Building	7.18.4	\$100.00	\$90.00	\$110.00	Yes
Home Industry too Large	7.18.5	\$100.00	\$90.00	\$110.00	Yes
Retail Sales Prohibited	7.18.6	\$100.00	\$90.00	\$110.00	Yes
Non-inhabitants Operating Home Industry	7.18.7	\$100.00	\$90.00	\$110.00	No
No Dwelling Unit	7.18.8	\$100.00	\$90.00	\$110.00	No
Bed and Breakfast Operated Contrary to Provisions	7.19.1 to 7.19.9	\$300.00	\$270.00	\$330.00	Yes
Sign Not Permitted	7.20.1	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceed Sign Area	7.20.2	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceed Sign Area/Height	7.20.3	\$100.00	\$90.00	\$110.00	Yes
Too many Signs/Exceeds Sign Area/Height	7.20.4	\$100.00	\$90.00	\$110.00	Yes
Too many Signs/Exceeds Sign Area/Height	7.20.5	\$100.00	\$90.00	\$110.00	Yes
Sign too close to Property Line	7.20.6	\$100.00	\$90.00	\$110.00	Yes
Sign Illumination not from Internal Source	7.20.7	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(c) to Schedule A**

**Electoral Area "D"  
Zoning Bylaw No. 2457, 2008  
"D-1" Kaleden-Apex Southwest Sector**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Obstructing an officer, person or employee	3.2	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	6.4.1 – 6.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of use (restrictions within Sections 10.0 to 16)	6.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Recreational Vehicle Used as Residence (no principal dwelling)	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Too many Derelict Vehicles	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Fence too High	7.8.2	\$100.00	\$90.00	\$110.00	Yes
Corner Site Fence Too High	7.8.3	\$100.00	\$90.00	\$110.00	Yes
Deer Fence Wrong Material	7.8.4	\$100.00	\$90.00	\$110.00	Yes
Use of Barbed Wire in Prohibited Zone	7.8.6	\$100.00	\$90.00	\$110.00	No
Use of Razor Wire	7.8.7	\$100.00	\$90.00	\$110.00	No
No Screening/Landscaping as Required	7.9	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(c) to Schedule A, continued**

**Electoral Area "D"  
Zoning Bylaw No. 2457, 2008  
"D-1" Kaleden-Apex Southwest Sector**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Lighting not Deflected	7.10.1	\$100.00	\$90.00	\$110.00	Yes
Temporary Residential Building or Structure Occupied Contrary to Provisions	7.14.1	\$200.00	\$180.00	\$220.00	Yes
Not a Permitted Home Occupation	7.17.1	\$200.00	\$180.00	\$220.00	No
Home Occupation not Within a building	7.17.2	\$100.00	\$90.00	\$110.00	Yes
Home Occupation Too Large	7.17.5	\$100.00	\$90.00	\$110.00	Yes
Non-inhabitants Operating Home Occupation	7.17.6	\$100.00	\$90.00	\$110.00	No
Commercial Vehicle Too Heavy or Not Enclosed	7.17.7	\$100.00	\$90.00	\$110.00	Yes
Home Occupation Traffic and/or Parking	7.17.10	\$100.00	\$90.00	\$110.00	Yes
Not a Permitted Home Industry	7.18.1	\$100.00	\$90.00	\$110.00	No
Derelict Vehicles/Prohibited Storage	7.18.2	\$100.00	\$90.00	\$110.00	Yes
Home Industry not Within a Building	7.18.3	\$100.00	\$90.00	\$110.00	Yes
Home Industry too Large	7.18.4	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(c) to Schedule A, continued**

**Electoral Area "D"  
Zoning Bylaw No. 2457, 2008  
"D-1" Kaleden-Apex Southwest Sector**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Retail Sales Prohibited	7.18.5	\$100.00	\$90.00	\$110.00	Yes
Storage Not Screened or Exceeds Size	7.18.6	\$100.00	\$90.00	\$110.00	Yes
Non-residents Operating Home Industry	7.18.7	\$100.00	\$90.00	\$110.00	No
No Dwelling Unit	7.18.8	\$100.00	\$90.00	\$110.00	Yes
Bed and Breakfast Operated Contrary to Provisions	7.19.1 to 7.19.9	\$300.00	\$270.00	\$330.00	Yes
Sign Not Permitted	7.20.1	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceeds Area	7.20.2	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceeds Area/Height	7.20.3	\$100.00	\$90.00	\$110.00	Yes
Number Type Signs/Exceeds Area/Height	7.20.4	\$100.00	\$90.00	\$110.00	Yes
Number Type Signs/Exceeds Area/Height	7.20.5	\$100.00	\$90.00	\$110.00	Yes
Sign too Close to Property Line	7.20.6	\$100.00	\$90.00	\$110.00	Yes
Sign Illumination not from Internal Source	7.20.7	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(c) to Schedule A, continued**

**Electoral Area "D"  
Zoning Bylaw No. 2457, 2008  
"D-1" Kaleden-Apex Southwest Sector**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Vacation Rental Regulations	7.28.1 – 7.28.8	\$300.00	\$270.00	\$330.00	Yes
Parking not on Same Parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Not Enough Parking	9.5, Table 9-2	\$100.00	\$90.00	\$110.00	Yes



**Appendix 3(d) to Schedule A**

**Electoral Area "D"  
Zoning Bylaw No. 2455, 2008  
"D-2" East Skaha, Vaseux**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Obstructing an officer, person or employee	3.2	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	6.4.1 – 6.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of use (restrictions within Sections 10 to 16	6.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Recreational Vehicle Used as Residence (no principal dwelling)	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Too many Derelict Vehicles	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Use of land as asphalt plant	7.4.4	\$500.00	\$450.00	\$550.00	No
Corner Site Fence Too High	7.8.3	\$100.00	\$90.00	\$110.00	Yes
Deer Fence Wrong Material	7.8.4	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.6	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.7	\$100.00	\$90.00	\$110.00	No
No Screening/Landscaping as Required	7.9	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(d) to Schedule A, continued**

**Electoral Area "D"  
Zoning Bylaw No. 2455, 2008  
"D-2" East Skaha, Vaseux**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Temporary Residential Building or Structure Occupied Contrary to Provisions	7.14.1	\$200.00	\$180.00	\$220.00	Yes
Not a Permitted Home Occupation	7.17.1	\$200.00	\$180.00	\$220.00	No
Home Occupation Too Large	7.17.2	\$100.00	\$90.00	\$110.00	Yes
Home Occupation Not Enclosed within a Building	7.17.3	\$100.00	\$90.00	\$110.00	Yes
Commercial Vehicle Too Heavy or Not Enclosed	7.17.4	\$100.00	\$90.00	\$110.00	Yes
Non-inhabitants Operating Home Occupation	7.17.5	\$100.00	\$90.00	\$110.00	No
Home Occupation which Disturbs	7.17.6	\$100.00	\$90.00	\$110.00	No
Not a Permitted Home Industry	7.18.1	\$100.00	\$90.00	\$110.00	No
Derelict Vehicles/Prohibited Storage	7.18.2	\$100.00	\$90.00	\$110.00	Yes
Home Industry not within a Building	7.18.3	\$100.00	\$90.00	\$110.00	Yes
Home Industry too Large	7.18.4	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(d) to Schedule A, continued**

**Electoral Area "D"  
Zoning Bylaw No. 2455, 2008  
"D-2" East Skaha, Vaseux**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Retail Sales Prohibited	7.18.5	\$100.00	\$90.00	\$110.00	Yes
Storage Not Screened, Exceeds Size	7.18.6	\$100.00	\$90.00	\$110.00	Yes
Non-residents Operating Home Industry	7.18.7	\$100.00	\$90.00	\$110.00	No
No Dwelling Unit	7.18.8	\$100.00	\$90.00	\$110.00	Yes
Bed and Breakfast operated contrary to provisions	7.19.1 – 7.19.9	\$300.00	\$270.00	\$330.00	Yes
Too Many Signs/Exceeds Area	7.20.2	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceeds Area/Height	7.20.3	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceeds Sign Area/Height	7.20.4	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceeds Area/Height	7.20.5	\$100.00	\$90.00	\$110.00	Yes
Too Close to Property Line	7.20.6	\$100.00	\$90.00	\$110.00	Yes
Sign Illumination not from Internal Source	7.20.7	\$100.00	\$90.00	\$110.00	Yes
Parking not on Same Parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Not Enough Parking	9.6	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(e) to Schedule A**

**Electoral Area “E”  
Zoning Bylaw No. 2459, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Obstructing an officer, person or employee	3.2	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	6.4.1 – 6.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of use (restrictions within Sections 10.0 to 15)	6.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$500.00	\$450.00	\$550.00	Yes
Recreational Vehicle Used as Residence (no principal dwelling)	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Too Many Derelict Vehicles	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Fence Too High	7.8.2	\$100.00	\$90.00	\$110.00	Yes
Corner Site Fence Too High	7.8.3	\$100.00	\$90.00	\$110.00	Yes
Deer Fence Wrong Material	7.8.4	\$100.00	\$90.00	\$110.00	Yes
Park Fence Wrong Material	7.8.5	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.6	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.7	\$100.00	\$90.00	\$110.00	No

**Appendix 3(e) to Schedule A, continued**

**Electoral Area "E"  
Zoning Bylaw No. 2459, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
No Screening/Landscaping as Required	7.9	\$100.00	\$90.00	\$110.00	Yes
Lighting not Deflected	7.10.1	\$100.00	\$90.00	\$110.00	Yes
Secondary Suite Contrary to Provisions	7.12.1 – 7.12.6	\$100.00	\$90.00	\$110.00	Yes
Not a Permitted Home Occupation	7.17.1	\$200.00	\$180.00	\$220.00	No
Home Occupation Too Large	7.17.2	\$100.00	\$90.00	\$110.00	Yes
Home Occupation not within a Building	7.17.3	\$100.00	\$90.00	\$110.00	Yes
Retail Sales Not Permitted	7.17.4	\$100.00	\$90.00	\$110.00	Yes
Commercial Vehicle Too Heavy or not Enclosed	7.17.5	\$100.00	\$90.00	\$110.00	Yes
Non-inhabitants Operating Home Occupation	7.17.6	\$100.00	\$90.00	\$110.00	No
Home Occupation Which Disturbs	7.17.7	\$100.00	\$90.00	\$110.00	No
Too Many Non-Resident Personnel	7.17.8	\$100.00	\$90.00	\$110.00	Yes
Not a Permitted Home Industry	7.18.1	\$100.00	\$90.00	\$110.00	No

**Appendix 3(e) to Schedule A, continued**

**Electoral Area "E"  
Zoning Bylaw No. 2459, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Derelict Vehicles/Prohibited Storage	7.18.2	\$100.00	\$90.00	\$110.00	Yes
Home Industry not within a Building	7.18.3	\$100.00	\$90.00	\$110.00	Yes
Home Industry Too Large	7.18.4	\$100.00	\$90.00	\$110.00	Yes
Retails Sales Prohibited	7.18.5	\$100.00	\$90.00	\$110.00	Yes
Storage Area Set Back	7.18.6	\$100.00	\$90.00	\$110.00	Yes
External Storage Not Screened / Building Exceeds Size	7.18.7	\$100.00	\$90.00	\$110.00	Yes
Non-residents Operating Home Industry	7.18.8	\$100.00	\$90.00	\$110.00	No
Bed and Breakfast Operated Contrary to Provisions	7.19.1 – 7.19.9	\$300.00	\$270.00	\$330.00	Yes
Sign Not Permitted	7.20.1	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceeds Area	7.20.2	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceeds Area/Height	7.20.3	\$100.00	\$90.00	\$110.00	Yes
Too Many Signs/Exceeds Sign Area/Height	7.20.4	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(e) to Schedule A, continued**

**Electoral Area "E"  
Zoning Bylaw No. 2459, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Too Many Signs/Exceeds Sign Area/Height	7.20.5	\$100.00	\$90.00	\$110.00	Yes
Sign too Close to Property Line	7.20.6	\$100.00	\$90.00	\$110.00	Yes
Sign Illumination not from Internal Source	7.20.7	\$100.00	\$90.00	\$110.00	Yes
Livestock Exceeds Number Permitted	7.23.1	\$100.00	\$90.00	\$110.00	Yes
Poultry/Fur Bearing Animals Exceed Number Permitted	7.23.2	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(f) to Schedule A**

**Electoral Area "F"  
Zoning Bylaw No. 2461, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Obstructing an officer, person or employee	3.2	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	6.4.1 – 6.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of use (restrictions within Sections 10.0 to 16)	6.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms and conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Recreational Vehicle Used as Residence (no principal dwelling)	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Derelict Vehicles	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Fence too High	7.8.2 (a-c)	\$100.00	\$90.00	\$110.00	Yes
Corner Site Fence too High	7.8.3	\$100.00	\$90.00	\$110.00	Yes
Deer Fence Wrong Material	7.8.4	\$100.00	\$90.00	\$110.00	Yes
Park Fence Wrong Material	7.8.5	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.6	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.7	\$100.00	\$90.00	\$110.00	No



**Appendix 3(f) to Schedule A, continued**

**Electoral Area "F"  
Zoning Bylaw No. 2461, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Commercial/Industrial Use not Screened	7.9	\$100.00	\$90.00	\$110.00	Yes
Outdoor Storage Unit not Screened	7.9	\$100.00	\$90.00	\$110.00	Yes
Home Occupation/Home Industry not Screened	7.9	\$100.00	\$90.00	\$110.00	Yes
Home Occupation Creates Traffic	7.17.10	\$100.00	\$90.00	\$110.00	Yes
Not a Permitted Home Industry	7.18.1	\$100.00	\$90.00	\$110.00	No
Derelict Vehicles/Not Enclosed or Screened	7.18.2	\$100.00	\$90.00	\$110.00	Yes
Home Industry not within a Building	7.18.3	\$100.00	\$90.00	\$110.00	Yes
Home Industry too Large	7.18.4	\$100.00	\$90.00	\$110.00	Yes
Retail Sales Prohibited	7.18.5	\$100.00	\$90.00	\$110.00	Yes
Storage not within a Building/Building Exceeds Size	7.18.6	\$100.00	\$90.00	\$110.00	Yes
Too many Non-Resident Personnel	7.18.7	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(f) to Schedule A, continued**

**Electoral Area "F"  
Zoning Bylaw No. 2461, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Home Industry which Disturbs	7.18.9	\$100.00	\$90.00	\$110.00	No
Home Industry Creates Pedestrian Traffic, or Parking Problems	7.18.10	\$100.00	\$90.00	\$110.00	Yes
Home Industry Sign Exceeds Size	7.18.11	\$100.00	\$90.00	\$110.00	Yes
Bed and Breakfast Operated Contrary to Provisions	7.19.1 – 7.19.9	\$300.00	\$270.00	\$330.00	Yes
Not a Permitted Sign	7.20.1	\$100.00	\$90.00	\$110.00	Yes
Too many Signs Exceeds Area/Height	7.20.2 – 7.20.6	\$100.00	\$90.00	\$110.00	Yes
Parking not on same Parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(g) to Schedule A<sup>3</sup>**

**Electoral Area “H”  
Zoning Bylaw No. 2498, 2012**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Obstructing an officer, person or employee	3.2	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	6.4	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Sections 11.0 to 15.0)	6.5	\$300.00	\$270.00	\$330.00	Yes
Tent as permanent residence	7.4.1	\$100.00	\$90.00	\$110.00	No
Recreational vehicle as permanent residence	7.4.2	\$200.00	\$180.00	\$220.00	No
Derelict vehicles exceed number permitted	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Features projecting into setbacks	7.5	\$100.00	\$90.00	\$110.00	Yes
Fence Height	7.6	\$100.00	\$90.00	\$110.00	Yes
Provision and maintenance of screening and landscaping	7.7	\$100.00	\$90.00	\$110.00	Yes

<sup>3</sup> Bylaw No. 2507.06, 2016 adopted July 7, 2016

**Appendix 3(g) to Schedule A, continued**

**Electoral Area “H”  
Zoning Bylaw No. 2498, 2012**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Exterior lighting not deflected	7.8	\$100.00	\$90.00	\$110.00	Yes
Accessory dwelling exceeds size permitted	7.9.1	\$200.00	\$180.00	\$220.00	Yes
Accessory dwelling exceeds storey and/or height	7.9.2	\$200.00	\$180.00	\$220.00	Yes
Secondary Suite	7.10.1 – 7.10.6	\$100.00	\$90.00	\$110.00	Yes
Carriage houses	7.11.1 – 7.11.6	\$100.00	\$90.00	\$110.00	Yes
Accessory building and structures	7.12.1 – 7.12.3	\$100.00	\$90.00	\$110.00	Yes
Residential occupancy of recreational vehicle	7.14.1 – 7.14.4	\$200.00	\$180.00	\$220.00	Yes
Agri-Tourism Accommodation	7.15.1 – 7.15.9	\$400.00	\$360.00	\$440.00	Yes
Home Occupation	7.16.1 – 7.16.7	\$200.00	\$180.00	\$220.00	Yes
Home Industry	7.17.1 – 7.17.10	\$200.00	\$180.00	\$220.00	Yes
Bed and Breakfast	7.18.1 – 7.18.9	\$300.00	\$270.00	\$330.00	Yes
Signs	7.19.1 – 7.19.7	\$100.00	\$90.00	\$110.00	Yes

**Appendix 3(g) to Schedule A, continued**

**Electoral Area "H"**  
**Zoning Bylaw No. 2498, 2012**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Farm buildings, structures and uses	7.21	\$100.00	\$90.00	\$110.00	Yes
Keeping of Livestock	7.22.1 – 7.22.2	\$100.00	\$90.00	\$110.00	Yes
Fuel distribution pumps or devices setbacks	7.24.2	\$300.00	\$270.00	\$330.00	Yes
Composting Facilities	7.25	\$300.00	\$270.00	\$330.00	Yes
Tourist Cabin	7.26.1	\$100.00	\$90.00	\$110.00	Yes
Parking / loading not on Same parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Not enough parking	9.5, Table 9.2	\$100.00	\$90.00	\$110.00	Yes
Non permitted use Recreational Use Area	16.6	\$500.00	\$480.00	\$520.00	No
Non permitted use Non-Occupancy Area	16.7	\$500.00	\$480.00	\$520.00	No
Exceeding Maximum Density	16.9 a)	\$300.00	\$280.00	\$320.00	Yes
Seasonal Cabin or Recreational Vehicle in Non-Occupancy Area	16.9 b)	\$500.00	\$480.00	\$520.00	Yes
Minimum Setbacks	16.11	\$200.00	\$180.00	\$220.00	Yes
Maximum Height	16.12	\$100.00	\$90.00	\$110.00	Yes
Maximum Floor Area	16.13	\$100.00	\$90.00	\$110.00	Yes

## Appendix 4(a) to Schedule A

### Parks Regulation Bylaw No. 704, 1982

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Selling without Permission	3 (g) (i)	\$100.00	\$90.00	\$110.00	No
Prohibited Event	3 (g) (iii)	\$100.00	\$90.00	\$110.00	No
Lighting Fire	3 (g) (iii)	\$100.00	\$90.00	\$110.00	No
Advertising without Permission	3 (g) (iv)	\$100.00	\$90.00	\$110.00	No
Camping outside of Designated Area	5 (a)	\$50.00	\$45.00	\$55.00	No
Unregistered Person in Campsite After Hours	5 (e)	\$50.00	\$45.00	\$55.00	No
Deposit of Waste	5 (g)	\$250.00	\$225.00	\$275.00	No
Discharge of Water	5 (h)	\$250.00	\$225.00	\$275.00	No
Discharge of Liquid Waste	5 (i)	\$250.00	\$225.00	\$275.00	No
Damage to Tree	5 (j)	\$250.00	\$225.00	\$275.00	No
Activity which Disturbs	5 (k)	\$100.00	\$90.00	\$110.00	No
Firearm within a Park	5 (l)	\$100.00	\$90.00	\$110.00	No
Injure Wild Animal	5 (m)	\$100.00	\$90.00	\$110.00	No
Animal at Large	5 (n)	\$75.00	\$67.50	\$82.50	No
Damage/Destroy Property	5 (o)	\$100.00	\$90.00	\$110.00	No
Unlicensed Vehicle in Park	5 (q)	\$100.00	\$90.00	\$110.00	No

**Appendix 4(a) to Schedule A, continued**

**Parks Regulation Bylaw No. 704, 1982**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Driving in Non-Designated Area	5 (q)	\$100.00	\$90.00	\$110.00	No
Vehicle Obstructing Traffic	5 (r)	\$50.00	\$45.00	\$55.00	No
No Overnight Camping	Schedule A 1 (a), 2 (c), 4 (a)	\$100.00	\$90.00	\$110.00	No
Horses, Dogs, Animals in Park	Schedule A 1 (b)	\$100.00	\$90.00	\$110.00	No
Timber Cut From Park	Schedule A 2 (a)	\$100.00	\$90.00	\$110.00	No
Interference with Roads or Trails	Schedule A 2 (b)	\$100.00	\$90.00	\$110.00	No
Vehicle Park during Prohibited Hours	Schedule A 5 (a)	\$100.00	\$90.00	\$110.00	No
Horse in Park	Schedule A 5 (b)	\$150.00	\$135.00	\$165.00	No
Dog not on Leash	Schedule A 5 (b)	\$150.00	\$135.00	\$165.00	No

**Appendix 5(a) to Schedule A**

**Building Bylaw No. 2333, 2005**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Occupancy before Final Inspection (non-complex building)	19.3.6, 20.1	\$100.00	\$90.00	\$110.00	Yes
Occupancy before Final Inspection (complex building)	20.4	\$100.00	\$90.00	\$110.00	Yes
Obstruct Building or Authorized Official	6.6, 7.2	\$300.00	\$270.00	\$330.00	No
No Building Permit	5.1, 6.1, 8.1	\$200.00	\$180.00	\$220.00	Yes
Construction at Variance with Plans	6.5	\$100.00	\$90.00	\$110.00	Yes
Fail to Post Permit in Conspicuous Place	18.2.1	\$50.00	\$45.00	\$55.00	Yes
Fail to Keep Drawings and Specifications on the Property	18.2.2	\$100.00	\$90.00	\$110.00	Yes
Fail to Provide Swimming Pool Fencing as Required	22.3, 22.4, 22.5	\$100.00	\$90.00	\$110.00	Yes
No Demolition Permit	9.0, 24.1, 24.2, 24.3, 24.4	\$100.00	\$90.00	\$110.00	Yes
No Moving Permit	10.0, 23.1, 23.2, 23.3, 23.4	\$100.00	\$90.00	\$110.00	Yes
Fail to Obey Stop Work Order	26.4	\$200.00	\$180.00	\$220.00	No
Fail to Provide Notice for Inspection	19.3	\$100.00	\$90.00	\$110.00	Yes



**Appendix 5(a) to Schedule A, continued**

**Building Bylaw No. 2333, 2005**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Building Code Contravention	3.2.2, 4.3, 4.2, 7.4, 8.2, 19.2, 26.3	\$100.00	\$90.00	\$110.00	Yes
Disobey No Occupancy Notice	26.6	\$200.00	\$180.00	\$220.00	Yes
Interfere with Notice	6.4	\$100.00	\$90.00	\$110.00	Yes
False or Misleading Information	6.3	\$100.00	\$90.00	\$110.00	Yes
Change of Occupancy without Permit	6.1	\$100.00	\$90.00	\$110.00	Yes
Failure to Provide Schedule C-B from Registered Professional	17.2, 25.0	\$100.00	\$90.00	\$110.00	Yes

## Appendix 6(a) to Schedule A

### Open Air Burning Regulations Bylaw, 2364, 2005

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Burning Prohibitive Materials	Part V, 1.1 a)	\$500.00	\$450.00	\$550.00	No
Permitted Materials not from land originated	Part V, 1.1 b)	\$250.00	\$225.00	\$275.00	No
Burning outside 7:00 a.m. and sunset	Part V, 1.1 c)	\$125.00	\$112.50	\$137.50	Yes
Burning stumps beyond 72 hours, not substantially smokeless	Part V, 1.1 d)	\$125.00	\$112.50	\$137.50	Yes
Burning stumps beyond 72 hours, combustible materials added	Part V, 1.1. d)	\$125.00	\$112.50	\$137.50	Yes
Fire not controlled and supervised	Part V, 1.1 e)	\$250.00	\$225.00	\$275.00	No
Fire within minimum separation requirements	Part V, 1.1. g) 1 – iv	\$250.00	\$225.00	\$275.00	No
Burning initiated against venting index guidelines	Part V, 1.1 h)	\$500.00	\$450.00	\$550.00	No
Smoke release beyond 72 hours	Part V, 1.1 i)	\$125.00	\$112.50	\$137.50	Yes
Exceed burn period per calendar year	Part V, 1.1 j)	\$125.00	\$112.50	\$137.50	No

**Appendix 6(a) to Schedule A, continued**

**Open Air Burning Regulations Bylaw, 2364, 2005**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Burning outside Open Burn Dates (April 15 – October 15)	Part V, 1.1 k)	\$125.00	\$112.50	\$137.50	No
Campfire exceeds size	Part V, 2.1 a)	\$125.00 - \$500	\$112.50 – \$450	\$137.50 – \$550	Yes
Campfire located within minimum separation	Part V, 2.1 b)	\$250.00	\$225.00	\$275.00	No
Campfire constructed near combustibles	Part V, 2.1 c)	\$250.00	\$225.00	\$275.00	No
Campfire not permitted during time	Part V, 2.1 d)	\$125.00	\$112.50	\$137.50	No
Campfire contains non-permitted materials	Part V, 2.1 e)	\$500.00	\$450.00	\$550.00	No
Campfire not controlled/supervised	Part V, 2.1 f)	\$500.00	\$450.00	\$550.00	Yes
Campfire not contained in fire pit	Part V, 2.1 h)	\$250.00	\$225.00	\$275.00	No
Campfire not used for food preparation or warmth	Part V, 2.1 i)	\$125.00	\$112.50	\$137.50	Yes
Campfire permitted in exceptional circumstances	Part V, 2.1 j)	\$125.00	\$112.50	\$137.50	Yes
Campfire without property owner permission	Part V, 2.1 k)	\$250.00	\$225.00	\$275.00	No

**Appendix 6(a) to Schedule A, continued**

**Open Air Burning Regulations Bylaw, 2364, 2005**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Burn Prohibited Materials	Part V, 3.1	\$500.00	\$450.00	\$550.00	No
Fire Hazard Restriction	Part V, 3.2	\$500.00	\$450.00	\$550.00	No
Smoke emitting/enclosed fire	Part V, 3.3	\$250.00	\$225.00	\$275.00	No
Fire started with strong wind	Part V, 3.4	\$250.00	\$225.00	\$275.00	No
Uncontrolled fire not controlled or reported	Part V, 3.5	\$500.00	\$450.00	\$550.00	No
Burn without a Permit ,	Part V, 3	\$125.00	\$112.50	\$137.50	Yes

**Appendix 7(a) to Schedule A**

**Electoral Area "C" Untidy/Unsightly Premises Bylaw No. 2393, 2007**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Obstructing or interfering with Officer	6	\$300.00	\$270.00	\$330.00	No

**Appendix 7(b) to Schedule A**

**Electoral Area "D" Untidy/Unsightly Premises Bylaw No. 2326, 2004**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Obstructing or interfering with Officer	6	\$300.00	\$270.00	\$330.00	No

**Appendix 7(c) to Schedule A**

**Electoral Area "E" Untidy/Unsightly Premises Bylaw No. 2391, 2006**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Obstructing or interfering with Officer	6	\$300.00	\$270.00	\$330.00	No

**Appendix 7(d) to Schedule A**

**Electoral Area "F" Untidy/Unsightly Premises Bylaw No. 2438, 2008**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Interfering or obstructing an Officer	6	\$300.00	\$270.00	\$330.00	No



**Appendix 7(e) to Schedule A**

**Electoral Area "G" Untidy/Unsightly Premises Bylaw No. 2521, 2010**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Interfering or obstructing an Officer	6	\$300.00	\$270.00	\$330.00	No

**Appendix 7(f) to Schedule A**

**Electoral Area "H" Untidy/Unsightly Premises Bylaw No. 2637, 2013**

<b>Column 1 Offence</b>	<b>Column 2 Section</b>	<b>Column 3 Penalty</b>	<b>Column 4 Early Payment</b>	<b>Column 5 Late Payment</b>	<b>Column 6 Compliance Agreement Available</b> <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Interfering or obstructing an Officer	6	\$300.00	\$270.00	\$330.00	No

## SCHEDULE B

**SOUTHERN INTERIOR BYLAW NOTICE DISPUTE ADJUDICATION  
REGISTRY AGREEMENT**

This Agreement, dated \_\_\_\_ day of \_\_\_\_\_, 2010

**BETWEEN:**

**CITY OF KELOWNA**, 1435 Water Street, Kelowna, British Columbia V1Y 1J4

("Kelowna")

**AND:**

**CITY OF PENTICTON**, 171 Main Street, Penticton, British Columbia V2A 5A9

("Penticton")

**AND:**

**CITY OF VERNON**, 3400 30<sup>th</sup> Street, Vernon, British Columbia V1T 5E6

("Vernon")

**AND:**

**DISTRICT OF WEST KELOWNA**, 2760 Cameron Road, West Kelowna, British Columbia  
V1Z 2T6

("West Kelowna")

**AND:**

**DISTRICT OF LAKE COUNTRY**, 10150 Bottom Wood Lake Road, Lake Country, British  
Columbia V4V 2M1

("Lake Country")

**AND:**

**DISTRICT OF SUMMERLAND**, 13211 Henry Avenue, Summerland, British Columbia VOH  
1Z0

("Summerland")

**AND:**

**DISTRICT OF PEACHLAND**, 5806 Beach Avenue, Peachland, British Columbia V0H 1X7

(“Peachland”)

**AND:**

**REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN**, 101 Martin Street, Penticton,  
British Columbia V2A 5J9

(“RDOS”)

**AND:**

**TOWN OF OLIVER**, 35016 97<sup>th</sup> Street, Oliver, British Columbia V0H 1T0

(“Oliver”)

**AND:**

**CENTRAL OKANAGAN REGIONAL DISTRICT<sup>4</sup>**, 1450 KLO Road, Kelowna, British  
Columbia V1W 3Z4

(“Central Okanagan Regional District”)

**AND:**

**DISTRICT OF COLDSTREAM<sup>2</sup>**, 9901 Kalamalka Road, Coldstream, British Columbia V1B  
1L6

(“Coldstream”)

**WHEREAS:**

- A. The *Local Government Bylaw Enforcement Act* permits local governments to create a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms;
- B. The Act also permits two or more local governments to enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system:

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<sup>4</sup> Bylaw No. 2507.04, 2014 adopted May 22, 2014

- C. Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, Central Okanagan Regional District<sup>5</sup> and District of Coldstream<sup>3</sup> wish to:
- a. share the costs and administration of such a system; and
  - b. enter such an agreement to establish such a system, to be called the Southern Interior Bylaw Notice Dispute Adjudication Registry, and to provide for the joint administration of the Registry.

**NOW THEREFORE in consideration of the mutual promises contained herein, the Parties agree as follows:**

## **PART I – INTRODUCTORY PROVISIONS**

### **Definitions**

1. In this Agreement, the following definitions apply:
  - a. “**Act**” means the Local Government Bylaw Notice Enforcement Act;
  - b. “**Adjudication**” the process where the disputant and the local government are provided opportunity to present evidence to the adjudicator who will decide whether he or she is satisfied that the contravention occurred as alleged;
  - c. “**Adjudication Fee**” means the sum of \$25.00 payable to each Party for each adjudication scheduled to be conducted by the Registry;
  - d. “**Agreement**” means this Agreement;
  - e. “**Authorizing Bylaws**” means the bylaws adopted by the Councils/Boards of each of the Parties authorizing this Agreement;

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<sup>5</sup> Bylaw No. 2507.04, 2014 adopted May 22, 2014

- f. **“By Law Enforcement Officer”** means a person in a class prescribed under section 273 (c) of the *Community Charter* who is designated by a local government as a bylaw enforcement officer;
- g. **“Committee”** means the Southern Interior Bylaw Notice Dispute Adjudication Registry’s Administrative Committee;
- h. **“Contribution Adjustment Amount”** means, for each Party, the amount calculated in accordance with Section 22 herein in any year of the Term;
- i. **“Contributing Parties”<sup>6</sup>** means all of Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, Central Okanagan Regional District and the District of Coldstream, except Kelowna;
- j. **“Parties”<sup>4</sup>** means all of Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, Central Okanagan Regional District and the District of Coldstream;
- k. **“Party”<sup>4</sup>** means any one of Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, Central Okanagan Regional District and the District of Coldstream;
- l. **“Registry”** means the Southern Interior Bylaw Notice Dispute Adjudication Registry established by this Agreement;
- m. **“Revenues”** means any revenue actually received or estimated to be received, as the case may be, by the Registry, excluding Initial Contributions, Contribution Amounts, or Contribution Adjustment Amounts;
- n. **“Terms”** means the term of this Agreement as set out herein;

### **Establishment of the Registry**

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<sup>6</sup> RDOS Bylaw No. 2507.04, 2014 adopted May 22, 2014

2. Subject to the Act and to the adoption of the Authorizing Bylaws, the Parties agree that the Registry is hereby established.

## **PART II – ADMINISTRATION**

3. The Parties agree to establish the Committee to implement and administer the Registry.
4. The Parties agree that authority of the Committee will include but not be limited to:
  - a. preparing operational budgets; and
  - b. setting policy as authorized under this Agreement and the Act.

### **Representation**

5. Each of the Parties will appoint one representative to serve on the Committee. The Parties agree that representatives will be paid employees of their respective local governments and will not be remunerated by the Registry.

## **PART III – ADJUDICATION**

### **Screening Officers**

6. The Parties agree that screening of notices prior to proceeding to adjudication will be established as a function of each Party. Screening officers will be appointed by the individual Party administrative committee.

### **Bylaw Notice Dispute Adjudication Registry**

7. The Parties agree that a dispute adjudication system will be established as a function of the Registry, and that disputes will be heard by a bylaw notice dispute adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws.



8. The Parties agree that the Committee will select a roster of adjudicators who may hear and determine disputes from the provincial roster of adjudicators to be established by the Attorney General of the Province of British Columbia.
9. Adjudicators will be assigned to individual disputes in the manner prescribed by any applicable regulation and policy established by the Committee.

## **PART IV - OPERATIONS**

### **Location**

10. The location of the Registry will be the municipal offices of the City of Kelowna, 1435 Water Street, Kelowna, British Columbia V1Y 1J4.

### **Administrative Services**

11. Kelowna will provide and supervise all administrative services required by the Registry, subject to the following:
  - i. the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant municipality if not collected by the Registry immediately following the adjudication; and
  - ii. any penalty arising directly out of the bylaw notice itself may be paid to the relevant Party or to the Registry,

and any amounts collected by or paid to the Registry pursuant to 11.i and 11.ii will be credited to the relevant Party's Contribution Adjustment Amount.

## **Financial Reporting**

12. Kelowna will ensure that its Director of Financial Services or the designate will conduct and oversee the financial reporting and record keeping of the Registry based on normal procedure, subject to the requirements outlined herein.

## **PART V – FINANCIAL PLANNING**

### **Start-up Costs**

13. Each Party will be responsible for its own start-up costs.

### **Budget Year**

14. The budget year of the Registry is the calendar year.

### **Operating Budget**

15. The Parties agree that, no later than September 30<sup>th</sup> of each year, the Committee will prepare a draft operating budget for the following budget year, setting out in detail the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including
  - a. the estimated operational expenditures for
    - i. office and administration including financial reporting and administrative services;
    - ii. Registry administration travel costs;
    - iii. bylaw dispute adjudicators; and

- iv. other functions of the Registry;
- b. the anticipated revenues (if any) of the Registry;
- c. the difference between estimated revenues and operational expenditures for the Registry; and
- d. the Contribution Amount required from each of the Parties.

### **Budget Submissions**

- 16. The Committee will prepare the operating budget in a manner satisfactory to, and in such detail as requested by, the Directors of Finance of each of the Parties, and submit the draft operating budget to the Directors of Finance of each of the Parties each year where required.

### **Budget Approval and Adjustments**

- 17. The Parties will consider and approve, or recommend amendments to, the Registry's operating budget.
- 18. The Parties agree that all recommendations by them for adjustments to the Registry's draft operating budget will
  - a. be reasonable and made in good faith; and
  - b. ensure that a reasonable level of service quality can be maintained by the Registry.

### **Use of Funds**

- 19. The Committee and Kelowna may make only those expenditures during the budget year for the purposes and up to the amounts authorized in the approved operating budget. The

Registry (or the Committee or Kelowna on behalf of the Registry) will not incur any other indebtedness or liability, or make any further expenditure, except that:

- a. Kelowna may make a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$1,000 limit; and
- b. the Committee may
  - i. make a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$5,000 limit;
  - ii. re-allocate funds within categories of the operating budget as reasonably required; and
  - iii. make a further expenditure or contract a further indebtedness or liability without limitation if approved in advance by all Parties.

## **PART VI – COST ALLOCATION**

### **Funding Contributions and Adjustments**

20. The Parties agree that costs relating to legal counsel, witnesses, screening officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the bylaw notice in question and will not be borne by the Registry or by Kelowna on behalf of the Registry.
21. The Parties will, upon approval of the Registry's operating budget by each of the Parties, pay to Kelowna their respective Contribution Amounts for the upcoming budget year no later than March 31<sup>st</sup> of that budget year.

22. Kelowna will, as soon following the end of a budget year as practicable, calculate the amount of each Party's Contribution Adjustment Amount by
  - a. determining each Party's pro-rated proportion of the amount by which Actual Expenditures exceed Budget Expenditures for the relevant year, where the proportion is calculated on the basis of each Party's population for the budget year in relation to the population of each of the other Parties except the calculation for RDOS will exclude incorporated areas; and
  - b. deducting, if applicable, the aggregate of fines and administrative fees collected by Kelowna on behalf of each Party for the relevant year.
23. Each of the Contributing Parties will, within 30 days of receipt of notice of its respective Contribution Adjustment Amount, pay (if required) to Kelowna the Contribution Adjustment Amount.
24. Kelowna will pay (if required) any Contribution Adjustment Amount owing to the Contributing Parties, as appropriate, within 30 days of preparation of a statement outlining the Contribution Adjustment Amounts of each Party or may, at the election of Kelowna each year except the final year, credit the amount owing to the Contribution Amount required from each Party for the following year.
25. Each Party will pay to Kelowna within thirty days following each of March 31, June 30, October 31 and December 31 of each year of the Term, the Adjudication Fee for each adjudication scheduled in respect of that Party in the previous quarter.

### **Maintenance of Records**

26. The Director of Financial Services of Kelowna will
  - a. exercise the duties and powers of the officer responsible for financial administration as provided in the Community Charter, in maintaining the financial records for the Registry on behalf of the Parties;

- b. ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursements, accounts receivable, general ledger, subsidiary cost ledger, financial statements and reports and supporting documents to the foregoing;
- c. provide, when possible, any additional financial systems that have been requested by the Committee;
- d. direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls are in effect and are in accordance with the Community Charter.

### **Examination of Records**

27. The Director of Finance of any of the Contributing Parties may, acting reasonably with regard to minimizing the administrative burden on the Kelowna, and no more frequently than once in each year of the Term, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry. Kelowna will cooperate with any reasonable request by any of the Contributing Parties or the Contributing Parties' Director of Finance for access to financial records, user statistics and other information of the Registry.

## **PART VII – GENERAL PROVISIONS**

### **Insurance**

28. Kelowna will ensure that the Registry and its activities are covered under Kelowna's general liability policy, and will provide copies of all relevant insurance policies and changes thereto to the Directors of Finance of the Contributing Parties upon request.

### **Amendments**

29. The Parties will, in good faith, negotiate any proposed amendment to this Agreement upon request of any Party, all amendments to be in writing and executed by the Parties.

### **Dispute Resolution**

30. The Parties will submit any dispute arising out of the interpretation or application of this Agreement:
- a. first, to the Committee to resolve the dispute;
  - b. second, if the Committee is unable to resolve the dispute within 60 days, to the Chief Administrative Officers of the Parties; and
  - c. third, if the Chief Administrative Officers are unable to resolve the dispute within 60 days, to the Inspector of Municipalities, or at the election of the Parties, to a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination, and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Parties.

### **Term**

31. This Agreement comes into effect on \_\_\_\_\_ and continues in effect until December 31, 2015. Any Party may withdraw from this Agreement upon six months' written notice to the other Parties.

IN WITNESS WHEREOF all Parties have executed this Agreement on the date first above written.

THE CORPORATION SEAL of THE )  
CORPORATION OF THE **CITY OF** )  
**KELOWNA** was hereunto affixed )  
in the presence of: )

\_\_\_\_\_ )

Mayor )

\_\_\_\_\_ )

City Clerk )

C/S

THE CORPORATION SEAL of THE )  
CORPORATION OF THE **CITY OF** )  
**PENTICTON** was hereunto affixed )  
in the presence of: )

\_\_\_\_\_ )

Mayor )

\_\_\_\_\_ )

City Clerk )

C/S



THE CORPORATION SEAL of THE )  
CORPORATION OF THE **CITY OF** )  
**VERNON** was hereunto affixed )  
in the presence of: )

C/S

\_\_\_\_\_) )  
Mayor )

\_\_\_\_\_) )  
City Clerk )

THE CORPORATION SEAL of THE )  
CORPORATION OF **THE DISTRICT** )  
**OF WEST KELOWNA** was hereunto )  
affixed in the presence of: )

C/S

\_\_\_\_\_) )  
Mayor )

\_\_\_\_\_) )  
City Clerk )

THE CORPORATION SEAL of THE )  
CORPORATION OF THE **DISTRICT** )  
**OF LAKE COUNTRY** was hereunto )  
affixed in the presence of: )

C/S

\_\_\_\_\_) )  
Mayor )

\_\_\_\_\_) )  
City Clerk )

THE CORPORATION SEAL of THE )  
CORPORATION OF **THE DISTRICT** )  
**OF SUMMERLAND** was hereunto )  
affixed in the presence of: )

C/S

\_\_\_\_\_) )  
Mayor )

\_\_\_\_\_) )  
City Clerk )

THE CORPORATION SEAL of THE )  
CORPORATION OF **THE DISTRICT** )  
**OF PEACHLAND** was hereunto )  
affixed in the presence of: )

C/S

\_\_\_\_\_) )  
Mayor )

\_\_\_\_\_) )  
City Clerk )

THE CORPORATION SEAL of THE )  
CORPORATION OF THE **REGIONAL** )  
**DISTRICT OF OKANAGAN** )  
**SIMILKAMEEN** was hereunto affixed )  
in the presence of: )

)  
) C/S  
)

\_\_\_\_\_)  
Chair )  
)  
\_\_\_\_\_)

Chief Administrative Officer )

THE CORPORATION SEAL of THE )  
CORPORATION OF THE **TOWNSHIP** )  
**OF OLIVER** was hereunto affixed in the )  
presence of: )

)  
) C/S  
)

\_\_\_\_\_)  
Mayor )  
)  
\_\_\_\_\_)

City Clerk )

THE CORPORATION OF REGIONAL DISTRICT OF CENTRAL OKANAGAN<sup>7</sup>

THE CORPORATION OF DISTRICT OF COLDSTREAM<sup>5</sup>

\_\_\_\_\_  
<sup>7</sup> Bylaw No. 2507.04, 2014 adopted May 22, 2014

Schedule C

Compliance Agreement<sup>8</sup>

Pursuant to Regional District of Okanagan-Similkameen Bylaw Notice Enforcement Bylaw No. 2507.01, 2010

I \_\_\_\_\_  
name

of \_\_\_\_\_  
Address

Acknowledge receipt of bylaw notice(s) # \_\_\_\_\_  
(the "Bylaw Notice"), and wish to enter into a Compliance Agreement whereby I agree to fulfill  
certain conditions, in exchange for a reduced penalty of \$ \_\_\_\_\_  
which I have now paid.

Specifically, I agree to comply with the following terms and conditions of this Agreement:

1. On or before \_\_\_\_\_  
Date

I will \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. On or before \_\_\_\_\_  
Date

I will \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that this Agreement is binding on me for one (1) year from the date of this Agreement.

I also understand that if I breach a term of this Agreement, or fail to observe or perform the above terms and conditions, the Screening Officer may rescind this Agreement. I understand that if this Agreement is rescinded, I will have 14 days to dispute the Screening Officer's decision to rescind the Agreement, and that if I do not dispute this decision in that time, the balance of the penalty stated in the Bylaw Notice in the amount of \$ \_\_\_\_\_ will immediately be due and payable and subject to all fees and penalties as if the Bylaw Notice was not disputed.

\_\_\_\_\_  
Signature of Bylaw Notice Recipient

\_\_\_\_\_  
Signature of Screening Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

<sup>8</sup> Bylaw No. 2507.01, 2010 adopted January 6, 2011